

# **IOWA VERTICAL INFRASTRUCTURE ADVISORY COMMITTEE**

**September 10th, 2009  
Meeting Minutes**

The Governor's Vertical Infrastructure Advisory Committee met at the State Patrol Post in Mason City, IA

## **Call to Order and Roll Call**

Those who were in attendance at the site or by conference call are the following:

Dennis Bennett, Vertical Infrastructure Committee Member  
Eve Palmer, Vertical Infrastructure Committee Member  
Tara Barney, Vertical Infrastructure Committee Member  
Tom Nichols, Vertical Infrastructure Committee Member

Dean Ibsen, Dept. of Administrative Services, General Services Enterprise  
Nick Smith, Dept. of Administrative Services, General Services Enterprise  
Mark Probst, Department of Public Safety  
Mickel Edwards, Department of Corrections  
Michael Schmidt, Department of Administrative Services, General Services Enterprise

Those who were absent from the meeting:

Gary Benshoof, Vertical Infrastructure Committee Member  
Dan Prymek, Vertical Infrastructure Committee Member  
Mary Krier, Vertical Infrastructure Committee Member

## **Introductions and Welcome**

Dennis Bennett opened the meeting and had everyone introduce themselves. Tara Barney was welcomed as a new committee member from Davenport.

Captain Probst gave an overview of Post 8 and Major Kineth gave a quick synopsis of how this building came to be. Major Kineth said that the facility serves more than just the Iowa State Patrol. The Division of Narcotics is part of this operation now as well as the Fire Marshal's office amongst others. The building was designed by Brooks Borg Skiles of Des Moines. The building sits on 7.3 acres and is surrounded by a future industrial/commercial area. The building does not have a basement and is on a slab. They received \$17,000 from Alliant Energy as a rebate due to energy savings that were built into the project. Evidence room is a concrete reinforced structure. The hallway is a temporary storm shelter that meets FEMA standards. The square footage of the building is 12,000 square feet compared to the old building which was under 2,000 square feet in size. This building cost \$2.7 million and will be the prototype for future offices throughout the state.

Tom Nichols asked if the geothermal laterals are going to be able to expand for future uses. He asked if there will need to be an alternate source for energy as a backup. Michael Schmidt said the well field should be large enough for future expansion. The backup is a water loop.

Dennis Bennett asked why they chose to go with a horizontal well field rather than a vertical. Michael Schmidt said that it was due to cost savings. He asked if there are any preventative maintenance funds or plans being set up. Michael Schmidt said that they have been focusing on the close out process and have not yet addressed routine maintenance.

## **Questions and Comments from Committee Members**

None.

## **Approval of Meeting Minutes**

Tom Nichols moved to approve the minutes, Eve Palmer seconded. Motion carried.

Old business – none

Dean Ibsen said he would try to inject some commentary during the course of today's meeting to help the new members.

## **Ongoing Issues/Staff Reports**

Major Maintenance Progress – Dean Ibsen distributed and summarized the monthly project reports, describing the information they provide in general terms.

Tom Nichols asked about the Ankeny Labs and why that falls under the scope of VIAC. Dean explained it was part of one of the agencies that the committee serves.

Dean Ibsen described some of the delays in allocating the major maintenance money that was appropriated during the 2009 session. Since most of the money is from the sale of bonds, there are some restrictions on how the funds are used, and projects need to be defined as either taxable or non-taxable projects. Taxable projects could include those where buildings have private vendors leasing space or other buildings that are fully leased by private vendors, however, the definitions have not yet been established.

Eve Palmer asked why there is a project at the Iowa Lottery building. Dean Ibsen said that at times other agencies outside those that VIAC normally deals with will come to us with project requests for help on projects at their buildings.

Routine Maintenance Update - The money is being distributed. Dean Ibsen gave some background on the history of routine maintenance. Beginning in 2001 General Services received \$2 million for routine maintenance to be distributed between the agencies. Working with the advisory committee and agency representatives, a square foot allocation process was developed.

Tara Barney asked about routine maintenance and if it goes through VIAC. Dean Ibsen said that the committee reviews the distributions and definitions and Memorandums of Understanding are signed between DAS and the agencies. He said that the process has been consistent for the last ten years and he believes the legislature understands this.

Alternate Delivery Systems – state agencies and private entities have been discussing performance contracting and design/build with the legislature during previous sessions and a working group is preparing for further discussions during the next session, with the goal of achieving some change in the code to allow alternatives such as these.

Demolition – \$150k has been allocated for demolition and there are projects totaling more than \$1 million. DOC, for example, has five demolition projects. DHS has several as well. On the Capitol Complex there are three possible projects. At the next VIAC meeting Dean Ibsen said we will need to look at the estimates and then we will decide how to proceed on these projects.

Other Initiatives – Dennis Bennett asked about Executive Order #6. Dean Ibsen said that EO6 calls for energy savings at buildings. EO6 assumes we have made 15% on savings as part of Executive Order #41 and that there will be another 15% realized by 2015. He said the major maintenance projects are being reviewed for possible energy saving components and for other funding sources, such as loans, rebates or operational funds, that might be available for incremental improvements. Dennis suggested that other aspects of EO6, such as sustainability, should also be considered.

Dean Ibsen reported that construction has begun on the new IUB/OCA building on the Capitol Complex. The goal is LEED platinum certification and high performance, with an estimated 65% savings for utilities. This project will also have a horizontal well field, which is approximately \$300k less expensive than the vertical well field.

### **Program Evaluation of the Vertical Infrastructure Program**

Nick Smith talked about the survey's that were sent out to the business managers and agency representatives as well as Architectural and Engineering service staff. He said that there has been a pretty good response from the business managers and agency reps. He noted that the survey had been sent out to all the VIAC members and they can look at or take the survey if they like.

He said that the next step is the focus group. A couple of the members expressed interested in participating in this.

### **Staffing, Database, Training**

Staffing: Dean Ibsen said that Larry Smith a project manager with DAS left to go work for DOT. There were 27 applicants for his job and interviews are underway to fill the position. Christine Suckow has left so the Management Analyst 2 position needs to be filled. A new administrative assistant, Emily Narayan, has moved from DAS Finance to replace Kim Aubin, who has left state employment.

The database project has 2 million dollars budgeted and we are ready to move forward with this.

ISU Training is still on hold. The training is for the project managers at the institutions, DAS, other state entities, etc.

**DAS ITE Project** – Vertical Infrastructure staff are meeting with people from Information Technology Enterprise to talk about work flow issues and help with our database. Tony Schmitz from DAS General Services is meeting with IOWAccess today to discuss the project and a grant application for \$30k for Scoping services. Dean Ibsen described the project as “Project Central”—a website that would allow contractors, citizens, project managers, etc., access to building and project information throughout the state. Right now this information is all over the place.

### **Consent Calendar Items**

Dean Ibsen explained the consent calendar and the purpose of it. Dean thought it would be good to talk about the process again to see if the committee wants to change the process.

There are only two items on this month's calendar (refer also to handouts):

- Clarinda Well Project #1. \$50k.
- Human Services Eldora Storm Damage. \$57,940.00

Tom Nichols moved to approve. Eve Palmer Seconded. Motion carried.

Dean Ibsen asked the committee if they would like any changes to this process. Dennis Bennett suggested that the committee will probably always want to discuss the items and he suggested renaming the process. Ratification of Funding Adjustments was proposed.

Dennis Bennett thought that we should just try this at the next meeting.

Dean Ibsen asked Mickel Edwards and Captain Probst to give some descriptions of upcoming project adjustments they've been discussing.

### **Planning/Strategy Session**

Dean Ibsen reviewed the work of the committee and described the major maintenance and routine maintenance process and how it works—who submits requests, how they are prioritized, how the projects are approved, etc. Executive Order #3 from the Vilsack administration, which established the Vertical Infrastructure Advisory Committee, helps guide DAS staff when prioritizing the requests. He also talked

about the how money was appropriated from the legislature and some years we do well and some we don't.

Dean Ibsen briefly discussed the annual joint meeting with the Capitol Planning Commission, which traditionally takes place in January. The date has not been set yet.

Possible topics of the upcoming legislative session that are of interest to this committee include performance contracting and design-build, FEMA standards for storm shelters, ADA requirements.

Dennis Bennett said that the process has improved generally, but doesn't have any suggestions at this time.

**Questions and Comments from Agency Representatives, Committee Members, Public–**

Dennis Bennett asked if we are we still inviting legislators to the meetings. Dean Ibsen that we haven't as of recently but sometimes we do and sometimes the institutions do as well.

There has been a request for a change in the regular meeting time (second Thursday of the month). Possible alternative dates include the second Wednesday or the first or third Thursday of each month. Dennis Bennett asked that staff send out an email to the committee members and give them a week to respond to see what days are bad and good for them.

The committee agreed to hold the next meeting on Wednesday, October 7th on the Capitol Complex, meeting room to be determined.

Tara Barney made a motion to adjourn. Eve Palmer seconded the motion. Meeting adjourned.